Maryland Council on Open Data Meeting Minutes

100 Community Place, Crownsville, MD 21032

September 21, 2018 | 10 AM – 12 PM

Introductions and Opening Remarks

A. Mike Leahy, Secretary of the Department of Information Technology and Chairman of the Maryland Council on Open Data, welcomed everyone to the Maryland Council on Open Data meeting.
B. Leahy noted that he has been in contact with Virginia regarding data tagging, data cataloging and working together.
C. Introductions around the room.
D. Patrick McLoughlin noted Linda Loubert and Bud Gudmundson have been reappointed to serve on the Council. There are three open positions to be filled.

Data Review

A. Open Data Portal & GIS Open Data Portal Review and Stats
    a. A new dashboard has been created to better look at trends and statistics
    b. Pages viewed: 44,985 (data portal), 51,457 (GIS portal)
    c. Number of users: 13,156 (data portal), 8,981 (GIS portal)
    d. Bounce Rate: 61.25% (data portal), 39.87% (GIS portal)
    e. Datasets: 365 (data portal), 907 (GIS portal)
    f. API Calls: 294,458 (June), 793,250 (July), 399,963 (August)
    g. Gradual uptake in dashboard users over the past year
    h. Downward trend in users of both portals this quarter
    i. Looking into bounce rate and how to attain users
    j. It would be beneficial to track portal usage for commercial purposes
    k. Want to get council's thoughts on the usefulness of trend information
    l. API Call # on PPT
    m. Why was there a jump in API calls?
        i. No new datasets introduced that would have caused a spike in API calls. Socrata can look into call volume details.
    n. Review of most visited pages on both portals. GIS portal recorded an uptake in water related datasets due to Hurricane Florence.
B. New Features and Datasets (MDOT, MACo)
    a. Review of new datasets added to the portal
    b. Want to keep better track of changes made to datasets in freshness report. (minor changes (grammar, spelling, etc.) vs. major changes to data.

    c. Mike Morello noted a partnership with MACo to put county tax and revenue data onto the portal. This data should be public on the portal by the end of the year.

    d. Preview of changes to data freshness report

    e. Want to consolidate portals into one open data environment

    f. You can look at what data is not current with a link out to that dataset

    g. Need to focus on getting datasets updated. Currently working with agencies to ensure updates. Goal is 20 or less outdated datasets.

    h. Currently 90 datasets outdated; 50 from planning. Planning is working on getting the data updated.

    i. County boundaries data will not affect data freshness.

Subcommittees

A. Technical Subcommittee
    a. The committee was implemented last meeting and open to everyone. The goal is to have broad participation. Purpose to the committee is to dive deeper into the data aspect of the council.
    b. The kickoff meeting took place last week with great participation.
    c. Two areas of focus:
        i. Data tagging – set of standards to tag data and make it easily searchable
        ii. Licensing – standardized license across the state for data sharing and use.
    d. Meetings will take place monthly. If there is an interest in joining, please contact Pat.

B. Administrative and Management Subcommittee
    a. Plan to reintroduce this subcommittee to assist in identifying council appointments
    b. Looking for 4-5 volunteers to serve of the subcommittee
    c. Pat will send out a google form so people can sign up
    d. Pat will set up a kick off meeting call

C. How do we manage duplicate date from different agencies?
    a. Not monitoring that presently but it comes down to authoritative data source.
    b. Set up a data overlap subcommittee with Linda Loubert leading.
    c. Would be interesting to discuss charging people for data in the subcommittee.
    d. Pat will send out a google form so people can sign up

New Topics

A. Data Management Standards Review

a. Outlines a more cohesive data management process
b. Looks at data as a valuable asset
c. Written in an aspiration way
d. Focus on making better decisions with data by having management plans and policies. Less focus on application driven decisions.
e. What are agencies doing from a data management standpoint?
   i. DHCD – Centralized data collection 2 years ago. Each division runs their own programs and reports in every quarter. Asked for data cumulative to capture changes. Working on developing a warehouse. Doing extractions from program sources (in testing phase).
   ii. MDOT – Building a data warehouse and establishing data governance. Looking into finding the appropriate person enterprise-wise to manage this and establishing a council to align with DoIT's recommendations.

B. Open Data Portal Standards
   a. Standards for data pushed up to portal.
   b. Policy to maintain data pushed up to portal.
   c. Link to policy will be sent out. Looking for feedback.
   d. Looking into redesigning the Council site.

C. Council on Open Data Guidelines
   a. According to Statute, we are clear on the responsibilities of the Council but not clear on procedures.
   b. Looking to put a framework into place for more organizational information and structure for decision making.
   c. Subcommittee drafted a document, which was reviewed by the Attorney General's office.
   d. Looking to set up a follow-up meeting with subcommittee to review changes. After, the document will be circulated to everyone via email to review.

D. Council on Open Data Annual Report Prep
   a. Goal is to have the report completed in early December in order to review with the Council at the December meeting.
   b. Report is due to legislature by January 10, 2019.
   c. Historically, the report includes: review of progress, goals, and review of organization of Council.
   d. Input on what to add in this year's report and initiatives the Council should take on in the upcoming year:
      i. Social Media – tracking Facebook followers, twitter followers, impressions, engagement, hosts, shares, etc. Look at social media's role in open data at future meetings.
      ii. Promoting access to data – social media, subcommittee, open floor at quarterly meetings?
      iii. Google – dataset search feature released.

       iv. Data Day in Crownsville
           1. Full day to discuss data across the state with presentations and regional partners.
           2. Look at hosting this event next year.
           3. Conversations about data events can bring the state and community together.
           4. Partner with hacking groups for event.
   e. DoIT will begin drafting the report.

Closing

Meeting was adjourned.

Next meeting is December 21, 2018 from 10:00 am – 12:00 pm.